

M e m o r a n d u m

Date: April 22, 2010

To: Porterville Area

Attention: Lieutenant J. E. Swearingen

From: **DEPARTMENT OF CALIFORNIA HIGHWAY PATROL**
Office of the Assistant Commissioner, Inspector General

File No.: 005.9968.13159.010

Subject: 2010 COMMAND PROPERTY INSPECTION REPORT

State Administrative Manual (SAM) Section 8652 requires Departments to conduct a physical count of all state owned property and reconcile the count with accounting records at least once every three years. Departmental records indicate the last command inventory by the Porterville Area was conducted on August 1, 2009. In order to provide independent verification and reasonable assurance to the Office of the Commissioner that California Highway Patrol inventory records are complete and accurate, your command was selected for a property inspection.

In accordance with procedures outlined in Highway Patrol Manual (HPM) 11.2, Materials Management Manual, and HPM 22.1, Command Inspections Program Manual, an inspection of your command's property, including vehicles and weapons, was completed by the Property Inspector (PI) on March 23, 2010. Using property records from the appropriate Offices of Primary Interest (OPI), the PI selected a random statistically-valid sample of property that was stratified across four property areas: general inventory control, telecommunications, fleet, and weapons (see Attachments B, C, D, and E). Additionally, the PI chose items within your command and compared them to the appropriate inventory records.

According to the OPI inventory lists, the command had a total property inventory population of 328 items (a). The statistically-valid sample at a 95 percent confidence level \pm 5 percent error rate provided a total stratified sample size of 54 items when rounded up to the next whole number (d).

	Population Size	Percentage of Total	Calculated Sample Size	Predetermined List Sample Size
	(a)	(b)	(c)	(d)
ICU Decals	129	39.33%	20.45	21
Telecommunications	120	36.59%	19.02	20
Fleet	17	5.18%	2.70	3
Weapons	62	18.90%	9.83	10
Total	328			54

When comparing equipment recorded on the predetermined property inspection list to equipment located at the command, 54 of the 54 items were located. When comparing equipment assigned to the command to the OPI inventory lists, 20 of the 20 items reconciled.

Because of your diligent efforts involving the maintenance and accounting of state property issued to your command, no further follow-up is necessary on your part.

Furthermore, in accordance with the Governor's Executive Order S-20-09 to increase government transparency, this report will be posted on the CHP's internet website, and on the Office of the Governor's webpage, located on the State's Government website.

The Office of Inspections would like to thank your command for their assistance during this property inspection. If you have any questions or need additional information, please contact me or Roger Ikemoto, Senior Management Auditor at (916) 843-3160.


M. C. A. SANTIAGO, CIG, CLEA
Assistant Commissioner

Attachments

cc: Office of the Assistant Commissioner, Field
Central Division
Office of Inspections, Audits Unit

ATTACHMENT

A

**OFFICE OF INSPECTIONS, AUDIT UNIT
PROPERTY INSPECTION DISCREPANCY REPORT
PORTERVILLE - 481
March 23, 2010**

ATTACHMENT A

EQUIPMENT DESCRIPTION	CHP NUMBER	LISTED ON PROPERTY RECORD BUT NOT FOUND	FOUND BUT NOT LISTED ON PROPERTY RECORD	MISSING DECAL OR CORRECTION NEEDED TO PROPERTY RECORD	TRANSFER	NOT AVAILABLE FOR INSPECTION	COMMENTS
N/A							

ATTACHMENT

B

**CALIFORNIA HIGHWAY PATROL
2010 ICU PROPERTY RECORD INSPECTION REPORT
PORTERVILLE - 481**

ATTACHMENT B

ASSET #			DESCRIPTION	SERIAL #	Y	N	A	T	C	OTHER
PROPERTY INSPECTION LIST TO EQUIPMENT										
1	108476		TIMER REACTION ELECTRONIC HAND-HELD		X					
2	120337		RADAR, VEHICLE	046069	X					
3	120340		RADAR, VEHICLE	DC078630	X					
4	120341		RADAR, VEHICLE	046094	X					
5	130049		PRINTER	CNDX800053	X					
6	133135		FAX MACHINE		X					
7	139535		PRINTER	CNGXB03337	X					
8	143508		PRINTER	CNGXF12110	X					
9	145005		RECORDER/TRANSCRIBER	0206869	X					
10	145965		LAPTOP	0037069430	X					
11	145966		LAPTOP	0037069427	X					
12	145970		LAPTOP	0037069508	X					
13	146226		DIGITAL CAMERA	CN64XC107M	X					
14	146315		COPIER	66000417	X					
15	148118		LAPTOP	0037264439	X					
16	148131		LAPTOP	0037264551	X					
17	148140		LAPTOP	0037264478	X					
18	148353		LAPTOP	0037263867	X					
19	154025		PAS DEVICES INTOXIMTERS INC	077389	X					
20	159088		PAS DEVICE INTOX ALCOSENSOR IV	077305	X					
21	159089		PAS DEVICE INTOX ALCO SENSOR IV	077391	X					

LEGEND

(Y) = INSPECTED (N) = NOT INSPECTED (A) = ADDITION (T) = TRANSFER (C) = CORRECTION

**CALIFORNIA HIGHWAY PATROL
2010 ICU PROPERTY RECORD INSPECTION REPORT
PORTERVILLE - 481**

ATTACHMENT B

ASSET #			DESCRIPTION	SERIAL #	Y	N	A	T	C	OTHER
EQUIPMENT TO INVENTORY LIST										
1	145014		TV/DVD/VCR COMBO 20"		X					
2	149356		COMPUTER	2UA7100T41	X					
3	149359		COMPUTER	2UA7100SVZ	X					
4	149741		COMPUTER	MXL7120BX5	X					
5	153320		BREATH ANALYZER SYSTEM PAS DEVICE	90103297-82	X					
6	160480		COMPUTER	MXL8231B2W	X					

LEGEND

(Y) = INSPECTED (N) = NOT INSPECTED (A) = ADDITION (T) = TRANSFER (C) = CORRECTION

ATTACHMENT

C

**CALIFORNIA HIGHWAY PATROL
2010 TELECOMM PROPERTY INSPECTION REPORT
PORTERVILLE - 481**

ATTACHMENT C

ASSET #	DESCRIPTION	VEHICLE/MISC.	VEHICLE/MISC.	SERIAL #	Y	N	A	T	C	OTHER
PROPERTY INSPECTION LIST TO EQUIPMENT										
1	F2460	Propane Tank		6470	X					
2	R42147	Mobile Radio	spare	9540604	X					
3	R42932	Mobile Radio	1240160	9541814	X					
4	R43745	Mobile Radio		9542602	X					
5	R53322	Mobile Radio	1290381	9543257	X					
6	R57416	Control Head - Mobile	1240160		X					
7	R61007	Hand-Held Radio	16856	402AWUB276	X					
8	R63303	Hand-Held Radio	17849	402AWY1072	X					
9	R67498	Hand-Held Radio	17795	402AXA4402	X					
10	R67773	Hand-Held Radio	16002	402AXA4076	X					
11	R68317	Hand-Held Radio	13643	402AXE8441	X					
12	R70999	Battery Charger - Radio			X					
13	R74748	Scanner	1240160	75001849	X					
14	R75267	POWER SUPPLY			X					
15	R78425	Control Head - Mobile	1290381		X					
16	R79746	Scanner	1290383	95000374	X					
17	R80674	Scanner	1290382	96001199	X					
18	R80751	Scanner	C2535F	96001005	X					
19	R93906	Scanner	1270392	320Z44002868	X					
20	R97410	Citizen Band Radio	1240160	54023915	X					

LEGEND

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ATTACHMENT

D

**CALIFORNIA HIGHWAY PATROL
2010 FLEET INSPECTION
PORTERVILLE - 481**

ATTACHMENT D

EQUIPMENT ID		LICENSE NUMBER	MANUFACTURER	MODEL	Y	N	A	T	C	OTHER
PROPERTY INSPECTION LIST TO EQUIPMENT										
1	1240160	1240160	2007 Ford	Crown Victoria	x					
2	1290382	1290382	2009 Ford	Crown Victoria	x					
3	C2535F	1154420	2003 Ford	Expedition	x					
EQUIPMENT TO INVENTORY LIST										
1	1248137	1248137	2007 Ford	Crown Victoria	x					
2	1248164	1248164	2007 Ford	Crown Victoria	x					
3	1270945	1270945	2008 Ford	Crown Victoria	x					
4	1289090	1289090	2009 Ford	Crown Victoria	x					
5	1290383	1290383	2009 Ford	Crown Victoria	x					
6	2QNL428	4ZVW152	2003 Ford	Crown Victoria	x					

LEGEND

(Y) = INSPECTED (N) = NOT INSPECTED (A) = ADDITION (T) = TRANSFER (C) = CORRECTION

ATTACHMENT

E

Department of California Highway Patrol

Complete Area Inventory

481 - Porterville

February 24, 2010

Officer Issued Weapons

(201) Issued to officer

ID# Last Name

First Name

Ser#Control#

Comments

Department of California Highway Patrol
Complete Area Inventory
481 - Porterville

February 24, 2010

Issued to officer: [REDACTED]

Officer Issued Weapons Total: [REDACTED]

Area Issued Weapons

Ser#

Control#

Comments

(202) Issued to Area/Division

Ser#

Control#

Comments

Issued to Area/Division: [REDACTED]

Department of California Highway Patrol
Complete Area Inventory
481 - Porterville

February 24, 2010

Ser#

Control#

Comments

Dummy Field Issue:

Ser#

Control#

Comments

(202) Issued to Area/Division

Ser#

Control#

Comments

Issued to Area/Division:

(202) Issued to Area/Division

Ser#

Control#

Comments

Issued to Area/Division:

(202) Issued to Area/Division

Ser#

Control#

Comments

Department of California Highway Patrol

Complete Area Inventory

481 - Porterville

February 24, 2010

[REDACTED]

Issued to Area/Division: [REDACTED]

Area Issued Weapons Total: [REDACTED]

Area Grand Total: [REDACTED]